

Please complete your bank details for payment of Housing Benefit. All payments are made by BACS directly into a bank account and failure to provide your bank details may result in payments being held or delayed.

Claim Reference [ ][ ][ ][ ][ ][ ][ ][ ][ ]

Name: .....

Your Address: .....  
.....

Telephone Number [ ]

If you do not provide a telephone number we will not be able to contact you quickly if there are problems with your payments or the details supplied.

Bank or Building Society Details.....

**Please note that we cannot pay into Post Office CARD accounts**

Branch.....

Sort Code [ ][ ] — [ ][ ] — [ ][ ]

Account Number: [ ][ ][ ][ ][ ][ ][ ][ ]

Roll Number [ ]  
(if needed)

Name(s) of the ACCOUNT HOLDER(S) .....

**I declare that I am still resident at the address for which I am claiming Housing Benefit and my circumstances have not changed. I know that I have to report any changes to Scarborough Borough Council that might affect my Housing Benefit entitlement.**

Signature..... Date .....

**Using your personal information** We will process your personal information in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. We may use your personal information in a number of ways, but only for the purposes for which it was given, for example to provide you with the information or services requested or to administer and protect public funds. We may share your information with, and obtain information about you from, other departments of the Council or other organisations where it is lawful to do so, for example to check the accuracy of information or to prevent or detect crime. For further information on how we collect, use, share, secure and retain your personal information, and your legal rights, please see our Privacy Notice at [www.scarborough.gov.uk/gdpr](http://www.scarborough.gov.uk/gdpr) or by contacting Customer First. Our Data Protection Officer can be contacted at the Town Hall, St Nicholas Street, Scarborough, YO11 2HG (tel 01723 232323 or email [dataprotection@scarborough.gov.uk](mailto:dataprotection@scarborough.gov.uk)).